



April 23, 2004

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MEMORANDUM

TO: FAC Strategic Planning Committee
FROM: Commissioner Welton Cadwell, Chair
SUBJECT: Strategic Planning Committee Retreat – Agenda Package
May 13 – 14, 2004; Grand Hyatt Tampa Bay, Hillsborough County

As promised, I am forwarding the agenda package for our upcoming Committee retreat in Hillsborough County. The meeting will be held May 13-14 at the Grand Hyatt Tampa Bay. We will begin at 10:00 am on May 13 and adjourn on May 14 at noon followed by a light lunch.

The hotel provides complimentary ground transportation from the airport. Upon arrival, use the courtesy phone at baggage claim to request shuttle pick-up. Also, if you are driving, a map is included in this package.

Enclosed are draft documents which will seed our deliberations during this retreat:

- A summary of the small group brainstorming session in March;
- A preliminary version of strategic plan language by FAC program area;
- The FAC mission statement and draft goals;
- An Excerpt of Key Membership Survey Issues

Please review this material in advance to facilitate the decision-making process at the meeting. The documents are not final in the least, but are offered to expedite our deliberation. Remember, we should finalize our recommendations before we leave as this is the last scheduled committee meeting. Our proposal is to be presented at the Annual Business Meeting in June in Broward County.

Enclosed is the confirmed attendance list based on your responses. If your plans change, please call the office as soon as possible.

Again, I am appreciative of your involvement and I look forward to seeing you in Hillsborough County.

Enclosures

cc: FAC Executive Committee
Mary Kay Cariseo
Tony Carvajal

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MARY KAY CARISEO
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